



1325 California Avenue
Windsor, ON N9B 3Y6
CHAIRPERSON: Barbara Holland
DIRECTOR OF EDUCATION: Paul A. Picard

REGULAR BOARD MEETING
Tuesday, December 13, 2011 at 7:00 p.m.
Windsor Essex Catholic Education Centre
John Paul II Boardroom

MINUTES

PRESENT

Trustees:

F. Alexander	J. Macri
J. Courtney	B. Mastromattei
M. DiMenna, Vice-Chair	J. McMahan
F. Favot	L. Soulliere
B. Holland (Chair)	
J. Najem, Student Trustee	
N. Tavares, Student Trustee	
Rev. L. Brunet, Board Chaplain	

Regrets:

Administration:

P. Picard (Resource)	E. Byrne
J. Bumbacco	S. O'Hagan-Wong
C. Geml	Mike Seguin
M. Iatonna	J. Shea
	J. Ulicny

Recorder: B. Marshall

1. Call To Order - Chair Holland called the meeting to order at 7:14 p.m.
2. Opening Prayer - Fr. Brunet opened the meeting with a prayer.
3. Recording of Attendance - All trustees present.
4. Approval of Agenda

Moved by Trustee DiMenna and seconded by Trustee Macri that the December 13, 2011 Regular Board meeting agenda be approved as distributed. *Carried*

5. Questions Pertaining to Agenda - *None*
6. Disclosure of Interest - Pursuant to the Municipal Conflict of Interest Act.

Trustee Macri disclosed interest in relation to agenda item 10b Administrative Staff Report due to his sons' employment and did not participate in the discussion or vote on any question raised on that item.

7. Presentations:

a. Principal's Presentation: Our Lady of Mount Carmel

Principal Rita Pallisco, Vice Principal Kevin Roberts and four grade 8 students, who developed "A Day and Life at OLMC" were present to provide an overview of the strategies and initiatives in place at Our Lady of Mount Carmel School to support faith development and student achievement.

b. Adult Education Update

Principal of St. Michael's Adult Education School, Joe Charron and Gina Parent, Site Administrator and Guidance Counsellor were present to provide a historical and present overview of St. Michael's Adult Education. Mr. Charron commented on the various programs offered to support adults, who wish to complete their Ontario Secondary School Diploma requirements, acquire knowledge to remain employable or upgrade their skills to re-enter the workforce.

8. Delegations:

a. Delegation Regarding Items Not on the Agenda

i) Robin Easterbrook, Chair of Windsor Heritage Committee and Lynn Baker, Windsor Region Branch, Architectural Conservancy of Ontario member were present to speak about the St. Bernard Catholic Elementary School closure and its historical value.

b. Delegations Regarding Items On the Agenda - *None*

9. Action Items:

a. Approval of Minutes

i) Minutes of In-Camera Meeting, November 22, 2011

Moved by Trustee DiMenna and seconded by Trustee McMahan that the minutes of the Committee of the Whole Board In-Camera meeting of November 22, 2011 be adopted as distributed. *Carried*

ii) Minutes of Regular Board Meeting, November 22, 2011

Moved by Trustee Macri and seconded by Trustee Mastromattei that the minutes of the Regular Board meeting of November 22, 2011 be adopted as distributed. *Carried*

iii) Minutes of Organizational Meeting, December 6, 2011

Moved by Trustee McMahan and seconded by Trustee Soulliere that the minutes of the Board Organizational meeting of December 6, 2011 be adopted as distributed. *Carried*

b. Items from the convened in-camera meeting of December 13, 2011

Vice Chair DiMenna reported that the Windsor-Essex Catholic District School Board convened a closed Committee of the Whole Board meeting on December 13, 2011 pursuant to the Education Act - Section 207, to consider specific personnel, labour relations matters, and other matters permitted or required to be kept private and confidential under the Freedom of Information and Protection of Privacy Act. Trustees Macri declared a conflict of interest during the In-Camera Session and excused himself from the relevant discussion item.

Moved by Trustee DiMenna and seconded by Trustee Alexander that the recommendations and directions of the Committee of the Whole Board at its in-camera meeting of December 13, 2011 be approved. Carried

Vice Chair DiMenna made the following announcements:

from the December 13, 2011 Committee of the Whole Board in-camera meeting

- receipt of the Administrative Staff Report on hiring, leave of absence, return from leave of absence, retirement and resignation of staff, dated December 13, 2011;
- received as information the Vice Principal designation for Susan Patterson, Jeremy Schiller and Ryan Coristine, effective December 13, 2011.

10. Communications:

a. External (Associations, OCSTA, Ministry):

- i) Memorandum from Ontario Catholic Schools Trustees' Association (OCSTA) dated November 15, 2011, Catholic Education Week – May 6 to May 11, 2012

Moved by Trustee Soulliere and seconded by Trustee DiMenna that the Board receive as information the November 15, 2011 OCSTA memorandum regarding Catholic Education Week scheduled May 6 to May 11, 2012. Carried

b. Internal (Reports from Administration)

- i) Report: Administrative Staff Report

Moved by Trustee DiMenna and seconded by Trustee McMahon that the Board receive the Administrative Staff Report on hiring, retirement and resignation of staff dated December 13, 2011 as information. Carried

- ii) Report: 2011-12 Revised Estimates (*Handout*)

The revised estimates report is the second of three financial reports submitted to the Ministry. The report reflects the actual enrolment figures from October 31, 2011. The submitted report reveals a \$2.4M deficit or 1% of the total budget. Ministry mandates a cost recovery report if boards meet or exceed a 1% deficit. As the board is currently addressing its access capacity, through Accommodation Reviews, indicates to the Ministry the board is moving forward to eliminate the deficit.

Trustee Soulliere commented on her frustration of receiving reports the day of the meeting.

Moved by Trustee Favot and seconded by Trustee Macri that the Board receive the 2011-12 Revised Estimates as information. Carried

11. Unfinished Business: *None*

12. New Business:

a. Field Trips:

- i) Report: St. Anne Catholic Secondary School field trip to Los Angeles, California March 12-17, 2012

Moved by Trustee McMahon and seconded by Trustee Mastromattei that the Board approve the St. Anne Catholic Secondary School's field trip to Los Angeles, California, March 12 to 17, 2012. Carried

b. Report: Trustee Accidental Death and Dismemberment Insurance – 2012

Trustee Favot questioned the need for trustees to have a separate insurance carrier. Executive Superintendent Iatonna will discuss with the board's insurance provider, Ontario School Boards' Insurance Exchange (OSBIE), to include under one umbrella.

Moved by Trustee Alexander and seconded by Trustee Macri that the Board approve payment in the amount of \$367.20, including tax, to Ontario School Boards' Insurance Exchange for Trustee Accidental Death and Dismemberment Insurance, including Student Trustees, for the period November 1, 2011 to October 31, 2012. Carried

c. Report: Ontario School Boards' Insurance Exchange (OSBIE) Insurance Premium – Year 2012

Moved by Trustee Macri and seconded by Trustee DiMenna that the Board approve payment in the amount of \$695,776.32, including tax, for the Ontario School Boards' Insurance Exchange Insurance Premium for the year 2012. Carried

13. Committee Reports: *None*

14. Notice of Motion: *None*

15. Remarks and Announcements:

- a. Chairperson Holland will address the 2010-11 board achievements at the January meeting.
- b. Director of Education Picard provided comment on recent activities supporting the Board's strategic priorities namely;
Catholic Faith Formation: Advent Masses are occurring at schools across the system; The Faith Formation team has begun offering system retreats for board employees. The first was an Advent Retreat held at Holy Family Retreat House in Oxley on Friday, December 9th; Secondary Student Leaders will be gathering this Thursday, December 15th for their Faith Development Day. The day provided student leaders the opportunity to meet one another, to learn more about their responsibilities as Catholic

student leaders and to share best practices; Catholic School Advisory Council Chairperson Commission Ceremony is also being held Thursday, December 15th; and Attending a Windsor Deanery meeting tomorrow.

Employee Development and Student Achievement Initiatives: Professional Learning Cycle #3 for Applied Grade 10 Math will be held for teachers on December 21st; and in January a number of Professional Learning Cycle workshops will be held for teachers involved in French as a Second Language, Math, History and Religion.

Community Engagement and Partnerships: Accommodation Review Committees and Program and Boundary Adjustment committees are preparing for the first set of Public meetings scheduled in January. Thanked trustees and staff participating in these meetings.

Miscellaneous: Director's Annual Report will be presented at the January 17th board meeting and upon Ministry approval will be placed on the Board's website by January 31st; and Wished everyone a Holy and happy Christmas and all the best in the New Year.

- c. Board Chaplain is looking forward to the student senate mass and school council commissioning ceremony.

16. Remarks/Questions by Trustees

Trustee Macri wished everyone a happy and holy Christmas.

Trustee Favot also wished everyone a happy and holy Christmas.

Trustee Courtney wished staff a happy Christmas season.

Trustee DiMenna attended Cardinal Carter Catholic Secondary school Dance-o-logy production entitled, MoonWalk. Four (4) elementary schools also participated in this spectacular event. A DVD is of the production is expected to be received in January and Trustee DiMenna would like present to the board. Trustee DiMenna would like to wish staff and all members of the board a Merry Christmas.

Trustee Alexander wished all staff a restful, blessed and happy Christmas and New Year.

Trustee McMahon wished everyone a Merry Christmas.

Trustee Soulliere requested administration to be consistent with the new municipal non-smoking by-laws as it applies to school areas. Trustee Soulliere also attended Cardinal Carter's Dance-o-logy production and commended the staff on this impressive and exceptional performance. Trustee Soulliere wished staff a Merry Christmas.

Trustee Mastromattei wished everyone the best of the Christmas season and mentioned Catholic Central Secondary school is hosting a student Christmas dinner.

Student Trustee Najem thanked Trustee Alexander and Director Picard for attending the Cardinal Carter Remembrance Day service. Cardinal Carter also hosted for the second year in a row the citizen ceremony which welcomed twenty-seven (27) new citizens to Canada. Student Trustee Najem also commented on Advent services; the \$600 Movember fundraiser; girls' bathroom gratification ceremony; the inspiring speaker at the Student Senate Faith Day and thanked Fr. Brunet, Superintendent Seguin and Religion Consultant Betty Brush for their assistance; and wished everyone a Merry Christmas.

Student Trustee Tavares commented on F.J. Brennan Catholic Secondary students writing letters to fire department employees and how well they were received; Brennan and Assumption canned good drives; Brennan's Christmas Caritas which supported nine families; Brennan's art class murals; and congratulated a Brennan student on writing a play for the Sears Ontario Drama Festival. Wished everyone Merry Christmas and New Year.

17. Pending Items
 - a. Deferred Report: Play Surface Material Standard – Rubber (*deferred from April 28, 2009*)
18. Continuation of In-Camera, if required. - *The Board reconvened to In-Camera Committee of the Whole meeting following adjournment.*
19. Future Board Meetings: *Unless stated otherwise, all meetings will be held at the Windsor Essex Catholic Education Centre - 1325 California Avenue, Windsor with the In-Camera Session beginning at 6:00 p.m. and the Public Session beginning at 7:00 p.m.*
 - Tuesday, January 17, 2012
 - Tuesday, January 31, 2012
 - Tuesday, February 14, 2012
 - Tuesday, February 28, 2012
 - Tuesday, March 13, 2012 (**TENTATIVE – MARCH BREAK**)
 - Tuesday, March 27, 2012
 - Tuesday, April 10, 2012
 - Tuesday, April 24, 2012
 - Tuesday, May 8, 2012
 - Tuesday, May 22, 2012
 - Tuesday, June 12, 2012
 - **MONDAY**, June 25, 2012
20. Closing Prayer – Fr. Brunet closed the meeting with a prayer.
21. Adjournment - There being no further business, the Regular Board meeting of December 13, 2011 adjourned at 8:45 p.m.

Approved

Barbara Holland
Board Chairperson

Paul A. Picard
Director of Education & Secretary of the Board